

**Litchfield Town Facilities Committee
Litchfield Intermediate School
Regular Meeting
December 22, 2015**

A Regular Meeting of the Litchfield Town Facilities Committee was held at the Litchfield Intermediate School on Tuesday, December 22, 2015 at 7pm.

Present: William J. Buckley, Chairman; Mitchell Fishman, Robert Petricone, Gary Waugh, David T. Wilson and Jeffery Zullo.

Absent: John Langer, Vice Chairman; Lynne Brickley, Ann Combs, Peter Ebersol, and Alternates Edgar Auchincloss and Lisa Losee.

Public Present: John Martin, John McKenna and Diane Wilson.

Call to Order: Chairman Buckley called the meeting to order at 7:03pm.

Public Comment: None.

Approval of Minutes: Mr. Petricone made a motion to approve the minutes of the November 24, 2015 meeting. Mr. Waugh seconded the motion which was unanimously approved. Mr. Wilson abstained from the vote.

Green Team: Mr. Zullo reported that the Green Team has been working with Everlight Technologies through an Eversource program to evaluate potential energy savings at schools and other town buildings. Audits will begin in January. A Municipal Action Plan will be compiled using results. Potential problems will also be identified. Findings will be presented to the Board of Education and the Town Facilities Committee around February 2016.

Schools update: Mr. Waugh reported that the Board of Education would like school offices to remain centrally located. The importance of holding joint meetings was discussed. Mr. Zullo and Mr. Waugh will prepare a draft invitation to bid for a consultant study of school facilities for the January 27, 2016 meeting. Members of the Committee felt that it is important to include the Bantam School in the study to provide the most comprehensive evaluation of existing space and facilities. Town needs can be evaluated once the school study has been completed.

Consultant Contract: Mr. Wilson made a motion to authorize Architect John Martin to be retained to attend meetings and bill the Town Facilities Committee at an hourly rate, total not to exceed \$5,000. Mr. Waugh seconded the motion which was unanimously approved. Mr. Wilson will review the Committee budget at the next meeting.

Adjournment: Chairman Buckley adjourned the meeting at 8pm on a motion by Mr. Zullo, seconded by Mr. Petricone and unanimously approved.

Respectfully submitted,

Alissa Bumstead
Recording Secretary